

## WELLESLEY BOARD OF PUBLIC WORKS RECORDS

### May 23, 2016

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom of the Operations Building, 20 Municipal Way, convening at 5:30 p.m.

#### **PRESENT**

Those present included Commissioners David A.T. Donohue and Paul L. Criswell; Director Michael P. Pakstis; Assistant Director David A. Cohen; Town Engineer David J. Hickey; Water & Sewer Superintendent William J. Shaughnessy, Executive Secretary Debra Surner; and Sustainable Energy Committee Chair Ellen Korpi.

#### **APPROVAL OF MINUTES**

Upon motion duly made by Mr. Criswell and seconded by Mr. Donohue, it was unanimously,

**VOTED:** To approve the Open Session minutes of the meetings of March 28, 2016 and April 4, 2016, as presented.

#### **CITIZEN SPEAK**

The Chairman provided those in attendance with the opportunity to speak regarding matters pertaining to the Department of Public Works. No one chose to speak.

#### **ADMINISTRATION**

**Next Meeting.** The next BPW meeting was tentatively scheduled for Tuesday, June 14, 2016, date to be reconfirmed upon confirmation of Chairman Donohue's availability to attend that evening.

**Accident Summaries.** The Director referred to the most recent incident report, responded to inquiries from the Board and reviewed details surrounding the occurrences.

**Proposed FY 2017 Water & Sewer Rates.** The Board and Staff reviewed and discussed the reasoning behind the changes in the rates. The Director referred to the proposed water and sewer rate increases that, if approved by the Board, would become effective July 1, 2016. Mr. Pakstis noted that this would be the first water rate increase in five years and the first sewer rate increase in three years.

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The Director explained that the recommendation to increase the Water Customer Charge from \$4.64 to \$6.83, per month and increase the 'readiness to serve' charge for larger water meters by 50% as shown on the attached Summary. These increases would provide funding for the Town's water meter replacement program that was approved at this year's Annual Town Meeting.

The Director also explained the recommendation for an increase in the sewer rate from \$8.28 to \$8.61 per CCF (748 gallons). The Service Rate portion of the rate would remain at \$1.59.

The effect of these rate increases to the average Wellesley residential customer is estimated to be \$2.19 per month for water and \$3.30 per month for sewer (a 4.5% increase overall).

### **PUBLIC HEARING – WATER AND SEWER RATES**

The Public Hearing to discuss the proposed Water and Sewer Rates was declared open at 6:15 p.m.

Ms. Ellen Korpi of 39 Oak Street inquired about the pending storm water regulations and asked if those regulations, once finalized, would influence the sewer rates and what the anticipated timeframe would be for any change(s) to be implemented.

Mr. Pakstis explained that the sewer system would remain a totally separate system from any future storm water system. The permit is still under review and in FY 2018, it would be determined if and how any storm water system would be funded. Until there is a thorough understanding of the requirements, it has yet to be determined if it would be treated as another enterprise fund.

Ms. Korpi's second question related to conservation efforts and why the Town would not choose to take less water from the MWRA due to the higher cost for that water. Mr. Pakstis conveyed that while the Town of Wellesley's water table is relatively stable, it is the Water Management Act that dictates a limitation on the amount that can be drawn from the table on a daily basis and issued a directive that any additional water needs would need to be fulfilled by tapping into the MWRA supply.

Mr. Pakstis added the need to supplement with MWRA water is seasonal due to a high volume demand by those who wish to maintain green grass as well as other landscaping on their property.

As no one else chose to speak, the Public Hearing was closed at 6:25 p.m.

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The Director and Assistant Director reviewed with the Board the basis for the recommendation to increase water and sewer rates as discussed during the earlier portion of the Board meeting and as outlined in Mr. Cohen's memorandum dated May 19, 2016 (copy attached).

Upon motion duly made by Mr. Criswell and seconded by Mr. Donohue, it was unanimously,

**VOTED:** To approve an increase in the Water Customer Charge from \$4.64 to \$6.83 per month and increase the "readiness to serve" charge for larger water meters by 50%, effective July 1, 2016.

Upon motion duly made by Mr. Donohue and seconded by Mr. Criswell, it was unanimously,

**VOTED:** To approve an increase in the sewer rate from \$8.28 to \$8.61 per CCF, effective July 1, 2016.

**Quarterly Report.** The Director reviewed the highlights in the FY16 Third Quarter Report. The Board inquired about specific topics related to activities in the various divisions and programs as described in the report. These included numerous annual activities, the status of the operations and capital budgets and projects as well as targets and measures.

**Recognition Program for Professional Staff.** Following a review of the Director's recommendation for recognition of one particular employee who has exhibited exceptional time, effort and dedication to the Town, and upon motion duly made by Mr. Criswell and seconded by Mr. Donohue, it was unanimously,

**VOTED:** To approve the Director's request to submit to the Human Resources Board for its consideration the recommendation for one particular employee to be awarded this special recognition in the amount as proposed in acknowledgment of such dedication and fine service to the Town.

The Board requested that following receipt of approval from the Human Resources Board that the Director convey on behalf of the Board their appreciation and acknowledgement of this employee's diligent work performance.

**Director's Goals for FY 2017.** Mr. Pakstis referred to the DPW-Wide Goals proposed for FY16. A discussion ensued in which the Director responded to questions and comments from the Board related to each specific goal.

Recommendations from the Board included that for Goal #1, that there be a review of the Safety Program at the end of the year and itemize achievements that were

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completed. For Goal #2, it would be helpful to list specifics as to what was done and what was achieved. For Goals #3 through #6, it was requested the statements be expanded upon with more specific detail.

Following a review of recommended revisions, Staff confirmed a complete list of revised goals with specific deliverables and timelines would be developed for each Goal and would be provided to the Board for review at its next meeting.

### WATER & SEWER DIVISION

**Water & Sewer Schedule of Rates for Construction Services.** The Director referred to the proposed revisions to the current Water & Sewer Schedule of Rates for Construction Services.

Following a discussion and upon motion duly made by Mr. Criswell and seconded by Mr. Donohue, Criswell, it was unanimously,

**VOTED:** To approve the proposed revisions to the rates for the Water & Sewer Schedule of Rates for Construction Services as shown on the summary. (Copy attached.)

**Statement of Fact: Sewer Inspection & Rehabilitation in Wellesley, MA – Contract #16C-460-1564.** The Director referred to the bid award recommendation prepared by Water & Sewer Systems Engineer Meghan Condon.

Upon motion duly made by Mr. Donohue and seconded by Mr. Criswell, it was unanimously,

**VOTED:** That Contract #16C-460-1564 for Sewer Inspection and Rehabilitation be awarded to National Water Main Cleaning Company of Canton, MA all in accordance with our specifications, their unit bid prices and total first year price of \$306,803.06.

**Water & Sewer Enterprise Funds Financial Statements.** The Director referred to the Financial Statements for the Month of March 2016 and responded to comments from the Board. It was noted by Chairman Donohue that more capital work was done this year than last year.

**Monthly Performance Report.** The Director referred to the report prepared by Water & Sewer Superintendent Shaughnessy which highlighted the Water & Sewer Division's activities during April 2016 including the Daily Water Pumping Record, the iron and manganese Chemical Analyses, the graph of water supply trending and the graph of the temperature, and the Summary Report. Staff responded to specific questions and it was noted that more capital project work was done this year than last year.

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**Fuller Brook Park Preservation Change Order.** Mr. Pakstis referred to a Change Order for the project to address the condition of four bridges which were not included in the original scope of this project.

Following a discussion related to the sources of funding to be used to cover this additional expense, upon motion duly made by Mr. Criswell and seconded by Mr. Donohue, it was unanimously,

**VOTED:** To approve a portion of the cost in the amount of \$139,722 toward the total cost of replacement of the four bridges with the balance of the funds to be covered by the Fuller Brook Park Committee.

**ADJOURNMENT**

The meeting adjourned at 7:15 p.m.

Respectfully submitted,



Paul L. Criswell  
Vice Chairman

**DISCUSSION ITEMS**  
**WELLESLEY BOARD OF PUBLIC WORKS MEETING**  
**MAY 23, 2016**  
**5:30 PM**

**APPROVAL OF MINUTES.** Board to review Open Session Minutes of the meetings of March 28, 2016 and April 4, 2016. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

**CITIZEN SPEAK**

**1. ADMINISTRATION**

**ADVISORY COMMITTEE LIAISON.** Director and Staff to discuss with Advisory Liaison various topics presented by the liaison. **NO BOARD ACTION REQUIRED.**

**STATEMENT OF FACT ACTIVITY REPORT.** Director to refer to most recent activity. **NO BOARD ACTION REQUIRED.**

**ACCIDENT SUMMARIES.** Director to refer to summary of personal injury and vehicle incidents to date; reference to be made to Safety Spotlight for the month of May with a focus on "Reporting Hazards & Incidents" Injuries. **NO BOARD ACTION REQUIRED.**

**QUARTERLY REPORT.** Director to refer to highlights of FY16 Third Quarter Report. **NO BOARD ACTION REQUIRED.**

**DIRECTOR'S GOALS FOR FY17.** Director to refer to proposed goals. **BOARD FEEDBACK REQUESTED.**

**5. WATER & SEWER DIVISION**

**PROPOSED FY17 WATER & SEWER RATES.** Director to refer to proposed water and sewer rate increases that would become effective July 1, 2016. **BOARD APPROVAL REQUIRED.**

**WATER & SEWER CONSTRUCTION SERVICES RATE SCHEDULE.** Director to refer to proposed revisions to the current Water & Sewer Schedule of rates for Construction Services. **BOARD APPROVAL REQUIRED.**

**STATEMENT OF FACT: SEWER INSPECTION & REHABILITATION IN WELLESLEY, MA – CONTRACT #16C-460-1564.** Director to refer to bid award recommendation prepared by W&S Systems Engineer Meghan Condon. **BOARD APPROVAL & SECRETARY SIGNATURE REQUIRED.**

**WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS.** Director to refer to the Financial Statements for the month of March 2016. **NO BOARD ACTION REQUIRED.**

**MONTHLY PERFORMANCE REPORT.** Director to refer to report prepared by Water & Sewer Superintendent Shaughnessy for the month of April 2016. **NO BOARD ACTION REQUIRED.**

**7. FYI**

- DEP Public Water Supply Annual Statistical Report for the Year 2015
- Ltr. to DEP Re: VOC Monitoring for 1<sup>st</sup> Quarter 2016
- Ltr. to DEP Re: DBPR Monitoring for 1<sup>st</sup> Quarter 2016
- Ltr. to MWRA Re: Continuation of Contract Water Supply
- Ltr. To DEP Re: Monitoring Results Sodium 2016



**TOWN OF WELLESLEY**  
**DEPARTMENT OF PUBLIC WORKS**

DAVID A. COHEN, ASSISTANT DIRECTOR

*David A. Cohen*

To: Board of Public Works

Date: May 19, 2016

Re: Proposed FY17 Water and Sewer Rates

Attached are Water and Sewer Proforma statements for FY17 which include proposed water and sewer rate increases that would be effective July 1, 2016. Also attached is a draft Customer Letter and draft Summary of Rate Changes for residential and commercial/ municipal/ multi-unit properties. Please note that this is the first water rate increase in five years and the first sewer rate increase in three years.

### **WATER**

It is our recommendation to increase the Water Customer Charge from \$4.64 to \$6.83 per month and increase the 'readiness to serve' charge for larger water meters by 50% as shown on the attached Summary. These increases will provide funding for the Town's water meter replacement program that was approved at this year's Annual Town Meeting.

### **SEWER**

We also recommend an increase in the sewer rate from \$8.28 to \$8.61 per CCF (748 gallons). The Service Rate portion of the rate will remain at \$1.59 per CCF and the MWRA Adjustment portion of the rate will increase from \$6.69 to \$7.02 per CCF to cover the increase in MWRA charges from FY14 to FY17.

The effect of these rate increases to the average Wellesley residential customer is estimated to be \$2.19 per month for water and \$3.30 per month for sewer (a 4.5% increase overall).

We look forward to discussing these recommendations with you and have provided suggested motion language below for your consideration.

**Voted: To approve an increase in the Water Customer Charge from \$4.64 to \$6.83 per month and increase the 'readiness to serve' charge for larger water meters by 50%, effective July 1, 2016.**

**Voted: To approve an increase in the sewer rate from \$8.28 to \$8.61 per CCF, effective July 1, 2016.**

Attachments

**SUMMARY OF WATER RATE CHANGES  
RESIDENTIAL WATER CUSTOMERS  
MONTHLY CHARGE, EFFECTIVE July 1, 2016**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$4.64	\$6.83
Base Water Rate per 100 cubic feet (1 CCF) in effect during November - April billing periods:		
Indoor Meter, 0 - 5 CCF                             (0 to 3,740 gal)	\$2.99	Same
Indoor Meter, above 5 CCF                         (over 3,740 gal)	\$3.51	Same
Outdoor Meter, all use (1 CCF = 748 Gallons)	\$3.51	Same
Peak Water Rate per CCF in effect during May - October billing periods:		
Indoor Meter, 0 - 5 CCF                             (0 to 3,740 gal)	\$2.99	Same
Indoor Meter, 6 - 12 CCF                          (0 to 8,976 gal)	\$3.51	Same
Indoor Meter, 13 - 24 CCF                         (0 to 17,952 gal)	\$5.57	Same
Indoor Meter, 25 - 36 CCF                         (0 to 26,928 gal)	\$7.21	Same
Indoor Meter, above 36 CCF                         (over 26,928 gal)	\$9.18	Same
Outdoor Meter, 0 - 24 CCF                         (0 to 17,952 gal)	\$5.57	Same
Outdoor Meter, 25 - 36 CCF                         (0 to 26,928 gal)	\$7.21	Same
Outdoor Meter, above 36 CCF                         (over 26,928 gal)	\$9.18	Same
Readiness-To-Serve Charge on meters over 5/8" (monthly)		
3/4" meter	\$3.69	\$5.54
1" meter	\$6.42	\$9.63
1 1/2" meter	\$16.85	\$25.28
2" meter	\$47.11	\$70.67
3" meter	\$61.86	\$92.79
4" meter	\$91.19	\$136.79
6" meter	\$160.91	\$241.37
Minimum Monthly Bill (Plus Readiness-To-Serve Charge)	\$4.64	\$6.83
Special Meter Readings	\$30.00	Same
Service Turn On / Turn Off	\$45.00	Same

**SUMMARY OF SEWER RATE CHANGES  
RESIDENTIAL SEWER CUSTOMERS  
MONTHLY CHARGE, EFFECTIVE JULY 1, 2016**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$1.50	Same
Service Rate per 100 cubic feet (1 CCF)	\$1.59	Same
MWRA Adjustment per CCF	\$6.69	\$7.02
Minimum Monthly Bill	\$1.50	Same

**SUMMARY OF WATER RATE CHANGES**  
**COMMERCIAL AND MUNICIPAL WATER CUSTOMERS (and MULTI-UNIT)**  
**MONTHLY CHARGE, EFFECTIVE JULY 1, 2016**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$4.64	\$6.83
Base Water Rate per 100 cubic feet (1 CCF) in effect during November - April billing periods:		
Indoor Meter, 0 - 5 CCF (0 to 3,740 gal)	\$2.99	Same
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4" meter	\$91.19	\$136.79
6" meter	\$160.91	\$241.37
Minimum Monthly Bill (Plus Readiness-To-Serve Charge)	\$4.64	\$6.83
Special Meter Readings	\$30.00	Same
Service Turn On / Turn Off	\$45.00	Same

**SUMMARY OF SEWER RATE CHANGES**  
**COMMERCIAL AND MUNICIPAL SEWER CUSTOMERS**  
**MONTHLY CHARGE, EFFECTIVE JULY 1, 2016**

RATE CATEGORY	PRIOR	NEW
Customer Charge (monthly)	\$1.50	Same
Service Rate per 100 cubic feet (1 CCF)	\$1.35	\$1.59
MWRA Adjustment per CCF	\$6.34	\$7.02
Minimum Monthly Bill	\$1.50	Same

## SEWER PROFORMA Projection for FY17 Rates based on FY16 Adjusted Budget with Actual FY16 MWRA

Rate Increase due to MWRA:		Additional Rate Increase (above MWRA Rate Increase):		Total Rate Increase:	
		FY13 Actual	FY14 Actual	FY15 Actual	FY16 Actual
8	9	10 SEWER PROFORMA	FY13 Actual	FY14 Actual	FY15 Actual
11	Updated 4/20/16	CCF Billed	FY13 Actual	FY14 Actual	FY15 Actual
12	Moves \$400k R/H28 work to FY16				
13	REVENUES				
14	Sewer Revenue - User Fee	6,816,221	6,781,484	6,702,297	6,702,297
15	Sewer Customer Charge	145,800	146,687	145,800	145,800
16	[Combined MWRA Rate & Usage Adj %]	0	0	268,092	278,816
17	Rate Adjustment - \$	0.00%	0.00%	4.00%	4.00%
18	Rate Adjustment - %	0.00%	0.00%	4.00%	4.00%
19	Wellesley College	504,760	534,100	512,422	500,000
20	Est. Increase Water Use	0	0	0	0
21	Other Revenue	10,881	13,084	12,405	10,000
22	TOTAL REVENUE (Ln 14, 15, 16, 17, 19, 20, 21)	7,021,105	7,479,876	7,414,656	7,345,519
23					
24	EXPENSES				
25	Operating Exp	1,160,638	1,170,608	1,278,595	1,387,245
26	MWRA Assessment	5,246,821	5,333,992	5,278,300	5,563,328
27	[Combined MWRA Rate & Usage Adj %]	1.6%	3.3%	1.7%	1.0%
28	[MWRA Rate Adj %]	4.4%	2.9%	2.4%	8.5%
29	Depreciation	378,496	412,440	423,784	404,600
30	Other - OPEB	32,106	45,982	47,275	48,247
31	TOTAL OP EXPENSE (Ln 25, 26, 28, 30)	6,849,374	6,875,852	7,083,646	7,118,382
32	NET OPERATING INCOME (Ln 22 - L31)	371,731	604,024	390,990	227,127
33					
34*	Other Income/Expense	-94,825	-85,136	-17,213	-80,900
35	Net Income (L31 + L33)	276,906	518,888	373,777	146,227
36					
37	CASH FLOWS				
38	Operating Income (L33)	371,731	604,024	390,990	227,127
39	Adjustments:				
40	Depreciation	378,496	412,440	423,784	404,600
41	Loss on Disposal Fixed Assets	0	0	0	0
42	Accounts Receivable	-18,636	-22,124	-61,973	0
43	Accounts Payable	0	0	0	0
44	Total Adjustments (Sum L41:L44)	359,880	390,316	361,811	404,600
45					
46	Nat Cash from Operations	731,581	904,341	752,801	631,727
47					
48	CASH-Non Cap/Financial	40,227	56,100	72,900	50,000
49	Proceeds from non-op activ	-36,040	-47,399	-568	-50,000
50	Proceeds for non-op activ	0	0	0	0
51	Non-Op Int BAN (Wr Office/Garage Bldg)	53	53	53	53
52	Non-Op Int (ln) Exp. (Wr Office/Garage Bldg)	-99,012	-93,838	-89,525	-80,900
53	Net Non-Op Int (ln) inc	-94,825	-85,136	-17,213	-80,900
54	Nat Cash - Non Capital/Financial (SUM 50-56)	-181,485	-139,102	-74,697	-84,554
55		-172,500	-172,500	-172,500	-172,500
56	CASH-Capital & Related Financial	0	0	0	0
57	Principal - MWRA Loan	0	0	0	0
58	Principal Payments - Wr Office/Garage Bldgs	0	0	0	0
59	Contribution in Aid of Construction	67	67	67	67
60	House Connections (offset)	0	0	0	0
61	Fed/State Grant Proceeds (MWRA Grant)	0	0	0	0
62	Fed/State Loan Proceeds (MWRA Loan)	70	70	70	70
63	Subsidy - Financial Proceeds/Payments (SUM 59-70)	-353,985	-311,602	260,219	142,946
64		0	0	0	0
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283		0	0	0	0
2					

**SEWER PROFORMA**  
Projection for FY17 Rates based on FY16 Adjusted Budget with Actual FY16 MVRA

	FY13 Actual	FY14 Actual	FY15 Actual	FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan	FY21 Plan	FY22 Plan
10 SEWER PROFORMA										
11 Updated 4/2016										
12 Moves \$440k RT128 work to FY16										
13 Other Capital:										
14 Vehicles/Equipment	-214,579	-44,222	-6,710	-99,489	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000
15 GIS	-5,983	-16,710	-14,727	-15,727	-107,029					
16 Billing System/Office Equip/SCADA	-56,354	-103,617								
17 Sewer Lateral Program										
18 I&L / Main Inspection & Rehab, Spot Repairs	-129,579	-178,230	-159,704	-531,911	-320,000	-320,000	-320,000	-320,000	-320,000	-320,000
19 Rehabilitation of Sewer Main	-140,700	-11,478	-11,291	-648,368	-205,000					
20 Relocate Fuller Brook Trunk Main										
21 Newton/Nell Swr Main Repairs - Contingency										
22 Other (Pump Sta Improv, etc)										
23 Ejector Stations - Design										
24 Ejector Stations - Construction										
25 Ejector Stations - Williams Street										
26 Ejector Stations - Conthib Williams Street Office Park										
27 New Water Office/Garage Buildings - Const										
28 Building Maintenance										
29 Contingency										
30 Other										
31 Subtotal - Capital (Sum L73:L92)	-620,844	-484,793	-350,061	-1,843,389	-80,000	-10,000	-10,000	-10,000	-10,000	-10,000
32 NET CASH - From/For Capital/Fin (L71 + L93)	-974,829	-796,395	-671,663	-1,563,170	-687,054	-54,816	-531,023	-576,023	-770,063	-841,880
33 NET INCR/DECR CASH (L47 + L57 + L94)	-338,063	112,809	-63,925	-1,032,343	-144,244	192,666	96,276	-72,629	37,788	83,829
34 Cash-Beginning of Year	2,913,938	2,575,875	2,688,684	2,752,609	1,720,267	1,576,023	1,768,669	1,884,985	1,792,336	1,786,123
35 Cash- End of Year	2,575,875	2,688,684	2,752,609	1,720,267	1,576,023	1,768,669	1,884,985	1,792,336	1,796,123	1,879,983
36 Less Unspent Capital Reserve	0	0	0	0	0	0	0	0	0	0
37 101 Adjusted Cash - End of Year	2,575,875	2,688,684	2,752,609	1,720,267	1,576,023	1,768,669	1,884,985	1,792,336	1,796,123	1,879,983
38 104 Components of Cash (End of Year)										
39 General (Available)	1,958,640	2,064,185	2,132,751	1,100,408	986,164	1,148,831	1,245,106	1,172,478	1,176,265	1,260,094
40 MVRA Assessment Accrual	437,235	444,499	439,858	439,858	439,858	439,858	439,858	439,858	439,858	439,858
41 Reserve for Newton Sewer Main	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
42 Reserve for Contingency	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
43 Retainage										
44 MWRA I & II Debt Accrual	0	0	0	0	0	0	0	0	0	0
45 111 Capital Reserve (zero with other Reserves)										
46 112 Yr End Operating Encumbrances										
47 114 Total Cash	2,675,875	2,688,684	2,752,609	1,720,267	1,576,023	1,768,669	1,884,985	1,792,336	1,796,123	1,879,983
48 116 Total Available Cash	1,986,640	2,064,185	2,132,751	1,100,408	986,164	1,148,831	1,245,106	1,172,478	1,176,265	1,260,094
49 117 Total Discretionary Cash	1,226,089	1,310,977	1,349,283	312,657	129,984	309,789	367,762	229,052	226,595	287,515
50 119 48 Day Exp (not incl MVRA Reserve)	312,651	403,208	433,468	437,752	476,181	409,042	527,344	593,426	599,670	622,579
51 120 DOR Free Cash Reserve - Increased FY12	360,000	360,000	356,000	356,000	350,000	350,000	350,000	350,000	350,000	350,000
52 121 MVRA Assessment Accrual (MVRA Reserv)	437,235	444,499	439,858	439,858	439,858	439,858	439,858	439,858	439,858	439,858
53 122 Contingency Reserves	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
54 123 Capital Reserve (minus Contingency Reserv)	0	0	0	0	0	0	0	0	0	0
55 124 Total Cash Target	1,349,786	1,377,708	1,403,326	1,407,610	1,446,039	1,458,900	1,497,203	1,563,284	1,569,529	1,592,438

Borrow (BAN) \$1,025,000  
each year for  
four years

**WATER PROFORMA -  
Projection for FY17 Water Rates based on FY16 Budget  
with Actual FY16 MWRA**

**WATER PROFORMA -**  
**Projection for FY17 Water Rates based on FY16 Budget**  
**with Actual FY16 MWRA**

Borrow (BAN) \$1,025,000  
 each year for  
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	CCF Billed	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Actual	CCF Estimated:	FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan	FY21 Plan	FY22 Plan
56														
57 CASH-Capital & Related Finance														
59 Proceeds from MWRA Loan - distch sys (zero interest)														
63 Proceeds from Bond (Morses' Wells)														
64 Proceeds from Bond (Morses' Wells)														
65 Principal Payments - Bond:														
66 Wtr Tr - Principal	-430,000	-430,000	-123,153	-152,085	-152,085	-172,500	-172,500	-202,085	-185,389	-188,440	-206,841	-211,841	-262,684	-239,775
67 MWRA Loan - Wtr Distrib	-100,244	-100,244	-172,500	-172,500	-172,500	-130,000	-130,000	-172,500	-170,000	-170,000	-170,000	-165,000	-162,500	-162,500
68 Wtr Office/Garage Blgs														
69 Satellite Wells - Morses														
71 Remote Water Meters														
73 Contribution in Aid of Constr	52,961	32,641	19,200	26,314	26,314	26,091	26,091	40,000	40,000	40,000	40,000	40,000	40,000	40,000
74 House Services (offset)	-52,961	-32,641	-19,200	-26,314	-26,314	-26,091	-26,091	-40,000	-40,000	-40,000	-40,000	-40,000	-40,000	-40,000
75 MWRA Connection Fee														
76 Subtotal-Financing Proceeds/Payments (SUM 56-75)	(473,655)	(725,655)	(863,670)	(454,585)	(454,585)	(504,585)	(504,585)	(137,689)	(417,054)	(417,054)	(404,208)	(238,249)	(17,142)	(757,755)
78 Other Capital:														
79 Vehicles	0	0	75,790	-6,743	-6,743	-108,667	-108,667	-249,044	-105,000	-237,000	-257,000	-32,000	-12,000	-12,000
80 Office Equip/Other	-2,520	0	0	0	0	0	0	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000
81 Meter Replacement	-17,803	-17,537	-24,919	-24,919	-24,919	-35,222	-35,222	-30,583	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000
82 Rendertech/Mwra	-46,295	-5,028	-6,304	-6,304	-6,304	-19,577	-19,577	-34,684	-34,684	-34,684	-34,684	-34,684	-34,684	-34,684
83 Hydrant Replace/Addl	-49,685	-64,197	-64,924	-64,924	-64,924	-23,154	-23,154	-86,374	-75,000	-70,000	-70,000	-70,000	-70,000	-70,000
84 GIS	0	0	12,199	-16,337	-10,340	-16,438	-13,222	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000
85 Distribution Improvements:														
88 Distrib System Improvements	-239,716	-227,515	-94,890	-256,739	-23,232	-86,327	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000
89 Hegarty Upgrade, Wodridge Booster FY14/15	-127,114	-31,914	-31,914	-4,294	-16,005	-143,985	-300,000	-300,000	-300,000	-300,000	-300,000	-300,000	-300,000	-300,000
94 Treatment Facilities	-11,918	0	0	-13,078	0	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000
95 Well Improvements/Cleaning	-14,540	-5,897	-12,464	-21,612	-53,946	-72,281	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000
96 Satellite Wells - Morses	-19,037	-78,582	-228,255	-54,663	0	-589,819	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000	-10,000
97 Satellite Wells - Longfellow	-41,402	-324	-102,713	-73,806	0	-16,330	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000	-25,000
100 New Water Office/Garage Buildings - Design	-21,766	0	0	0	0	0	0	0	0	0	0	0	0	0
101 New Water Office/Garage Buildings - Const														
102 Wtr/Sw Office & Garage Blgs - WIS Paymnt														
103 Billing & Collections Syst														
104 Capital Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0
105 Contingency - General														
106 Other	-581,179	-454,891	-1,608,586	-643,172	-402,570	-2,438,539	-800,000	-1,942,000	-1,972,000	-1,717,000	-1,717,000	-1,717,000	-1,717,000	-1,717,000
107 Subtotal - Capital (Sum 78-106)	-1,054,033	-1,180,544	-744,925	-1,097,757	-857,155	-2,943,124	-937,889	-1,524,946	-1,567,792	-1,478,751	-1,699,858	-1,449,755	-1,699,858	-1,449,755
108 NET CASH From/For Cap/Fin (78+107)	459,050,75	474,915	1,150,211	224,460	399,324	-1,612,545	-644,195	-553,435	-87,734	107,920	-36,913	20,000	-36,913	20,000

Borrow (BAN) \$1,025,000  
each year for  
four years

**WATER PROFORMA -**  
**Projection for FY17 Water Rates based on FY16 Budget**  
**with Actual FY16 MWRA**

CCF Billed	1,164,656	1,132,067	1,155,155	1,172,058	1,228,724	CCF Estimated:	1,089,000	FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan	FY21 Plan	FY22 Plan
	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Actual		FY16 Plan	FY17 Plan	FY18 Plan	FY19 Plan	FY20 Plan	FY21 Plan	FY22 Plan	
<b>WATER PROFORMA</b>														
Revised 4/06/16														
111														
112 Cash - Beginning of Year	1,561,177	2,040,227	2,515,141	3,665,353	3,889,832	4,289,157	2,676,612	2,032,417	1,478,982	1,391,247	1,499,167	1,462,254	1,462,254	1,462,254
113 Cash - End of Year (L110 + L113)	2,040,227	2,515,141	3,665,353	3,889,832	4,289,157	4,289,157	2,676,612	2,032,417	1,478,982	1,391,247	1,499,167	1,462,254	1,462,254	1,462,254
114 Less Unspent Capital Reserve (L104)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
115 Adjusted Cash - End of Year	2,040,227	2,515,141	3,665,353	3,889,832	4,289,157	4,289,157	2,676,612	2,032,417	1,478,982	1,391,247	1,499,167	1,462,254	1,462,254	1,462,254
116 Components of Cash: (end of yr)														
118 General (Available) (L130 - L120:L129)	953,353	1,267,948	2,279,868	3,469,832	3,889,157	4,289,157	2,056,612	1,466,917	1,162,232	1,138,247	1,246,167	1,209,254	1,230,054	1,230,054
119 Developer														
120 Water Treatment														
121 Water Treatment														
122 Debt Accrual - Wtr Treat.	91,651	86,936	71,237	119,645										
123 MWRA Accrual	35,439	200,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000
124 Yr End Operating Encumbrances														
125 Reserve for Major Capital Projects														
126 Contingency Reserve														
127 Capital Reserve (zero with other Reserves)	452,947	555,956	828,758	0	0	0	200,000	485,500	235,750	173,000	173,000	173,000	173,000	173,000
128 Temp BAN Loan Debt Accru														
130 Total Cash (L16)														
131 953,353	1,267,948	2,279,868	3,469,832	3,889,157	4,289,157	4,289,157	2,676,612	2,032,417	1,478,982	1,391,247	1,499,167	1,462,254	1,462,254	1,462,254
132 Total Available Cash	150,157	251,208	129,076	2,391,272	2,755,622	975,255	339,155	12,865	1,162,232	1,138,247	1,246,167	1,209,254	1,230,054	1,230,054
133 Discretionary Cash														
134 603,197	616,740	588,791	713,534	681,357	727,762	749,367	723,937	744,066	768,123	789,450				
135 45 Day Target														
136 (Op Ex+MWRA/365*45)														
137 DOR Free Cash	200,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
138 Contingency & Major Projects Reserve	420,000	420,000	420,000	420,000	420,000	420,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000
139 Capital Reserve	452,947	555,956	828,758	0	0	0	200,000	485,500	235,750	173,000	173,000	173,000	173,000	173,000
140 Total Cash Target	1,676,044	1,992,696	2,237,549	1,498,561	1,533,534	1,701,357	1,693,262	1,466,117	1,376,937	1,397,066	1,422,123	1,445,450		

**WATER & SEWER**  
**Schedule of Rates for Construction Services**

**CURRENT (approved 2/13/12)**

**PROPOSED**

**New or Relaying of  
Existing Water Service**

Pipe Size	Cost Per Linear Foot	Cost Per Linear Foot	Pipe Service	Cost Per Linear Foot
0 to 50 feet	\$25	\$24	1"	\$33
51 to 100 feet		\$23	1"	
100+ feet			1-1/2"	\$37

**New or Relaying of  
Existing Water Service  
with Town providing  
excavation service**

Pipe Size	Cost Per Linear Foot	Cost Per Linear Foot	Pipe Service	Cost Per Linear Foot
0 to 50 feet	\$58	\$53	1"	\$76
51 to 100 feet		\$48	1-1/2"	
100+ feet			2"	\$82

**Tapping Cost  
Component**

Service Pipe Size	Cost per Tap	Service Pipe Size	Cost per Tap
1"	\$275	1"	\$325
1-1/2"	\$300	1-1/2"	\$350
2"	\$350	2"	\$400

**Meter With Shutoff  
Valve Cost Component**

Meter Size	Primary or Irrigation	Cost per Meter w/Valve	Meter Size	Primary or Irrigation	Cost per Meter w/Valve
5/8"		\$350	5/8"		\$400*
3/4"		\$500	3/4"		\$550
1"		\$600	1"		\$650

\*5/8" WATER METERS ARE NOT TYPICALLY USED

**CURRENT (approved 2/13/12)****PROPOSED**

<b>Water Service Inspection Fee</b>	\$500	
<b>Sewer Service Inspection Fee</b>	\$600 paid to the Engineering Division	Please contact the Engineering Division for approval and all applicable fees and permits necessary for a new sewer service connection or the replacement of an existing service
<b>Water service disconnection including sewer service disconnect</b>	\$600 per request*	
<b>Water Service disconnection only</b>	\$400 per request*	
<b>Off Season Disconnect Requests</b>		*an extra \$400 to cover the extra cost of excavation
<b>Additional Paving Fee</b>		*\$600 in addition to fee above
<b>Shutoff Valve Replacement</b>	\$100 per valve	
<b>Water Service Seasonal or Construction Shutoff</b>	\$45 per visit	\$50 per visit